

Attachment A—Section I

REQUIRED GRANTEE INFORMATION and CERTIFICATIONS

Purpose: The Ohio Department of Job and Family Services (ODJFS) requires the following information on applicants who submit proposals or applications in response to any ODJFS Requests for Grant Applications (RFGAs), in order to facilitate the development of the grant with the selected applicant. ODJFS reserves the right to reject your application if you fail to provide this information fully, accurately, and by the deadline set by ODJFS. Further, some of this information (as identified below) **must** be provided in order for ODJFS to accept and consider your application. **Failure to provide such required information will result in your application's immediate disqualification.**

Instructions: Provide the following information regarding the applicant organization submitting the application. Applicants may either print this attachment, complete and sign it, or may provide the required information and certifications (each fully re-stated from this attachment) on their letterhead as the opening pages of their applications. It is mandatory that the information provided is certified with an original signature (in blue ink, please) from a person with authority to represent the applicant. Applicants are to provide the completed and signed information and certifications as the cover pages of their original proposal submitted to ODJFS.

IMPORTANT: If the RFGA specified a maximum page limit for applicant proposals, the attachment of any required certifications, other documents, or additional pages needed to fully provide the information requested here will **NOT** be counted against that page limit.

Applicants must provide all information

1. ODJFS RFGA #: JFSR 1415178081		2. Application Due Date: July 24, 2014	
3. Name: (legal name of the grantee – person or organization – to whom grant payments would be made) Healthy Moms & Babies, Inc.			
3a. Grantee's Ohio Administrative Knowledge System (OAKS) ID#: [Vendors may apply for an OAKS vendor ID# at: http://ohiosharedservices.ohio.gov/Vendors.aspx . The necessary forms to be completed and remitted to Ohio Shared Services are the Vendor Information Form (OBM-5657) and the IRS Form W-9. Completion and/or submission of these forms to Ohio Shared Services <u>does not</u> assume a vendor/applicant award of any ODJFS contract/grant.] 0000203894			
4. Grantee Corporate Address: 2270 Banning Road, Suite 200 Cincinnati, Ohio 45239		5. Grantee Remittance Address: (or "same" if same as Item # 4) same	
6. Print or type information on the grantee representative/contact person <u>authorized to answer questions on the application</u> : Grantee Representative NAME and TITLE: Melinda Adams, Director of Operations Address: 2270 Banning Road, Suite 200 Cincinnati, Ohio 45239 E-Mail Address: madams@healthymomsandbabes.org Phone #: 513-591-5600, ext. 18 Fax #: 513-591-5604			
7. Print or type the name of the grantee representative authorized to address contractual issues, including the authority to execute a contract on behalf of the vendor, and to whom legal notices regarding contract termination or breach, should be sent (if not the same individual as in #6, provide the following information on each such representative and specify their function): Grantee Representative NAME and TITLE: Sr. Patricia A Cruise, President & CEO Address: 2270 Banning Road, Suite 200 Cincinnati, Ohio 45239 E-Mail Address: tcruise@healthymomsandbabes.org Phone #: 513-591-5600, ext. 16 Fax #: 513-591-5604			

8. Is this grantee an Ohio certified MBE? Yes ☒ No ☐ If yes, attach a copy of current certification to proposal/bid. (If ODJFS has specified the RFGA document as an opportunity open exclusively to Ohio Certified MBEs, then failure to attach a copy of current certification WILL RESULT IN DISQUALIFICATION.)

9. Mandatory Grantee Certifications:

ODJFS may not enter into agreements with/make purchases from any organizations that have been found to be ineligible for state contracts under specific federal or Ohio statutes or regulations. Organizations responding to any ODJFS RFGA opportunity MUST certify that they are NOT INELIGIBLE by signing each of the three statements below. Failure to provide proper affirming signature on any of these statements will result in the disqualification of your application.

I [Signature] (signature of representative shown in Item # 7, above) hereby certify and affirm that Healthy Moms & Babes, Inc. (name of the vendor shown in Item # 3, above), has not been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions by the United States Department of Labor, the United States Department of Health and Human Services, or any other federal department or agency as set forth in 29 CFR Part 98, or 45 CFR Part 76, or other applicable statutes.

AND

I [Signature] (signature of representative shown in Item #7, above) hereby certify and affirm that Healthy Moms & Babes, Inc. (name of the vendor shown in Item # 3, above), is not on the list established by the Ohio Secretary of State, pursuant to ORC Section 121.23, which identifies persons and businesses with more than one unfair labor practice contempt of court finding against them.

AND

I [Signature] (signature of representative shown in Item #7, above) hereby certify and affirm that Healthy Moms & Babes, Inc. (name of the vendor shown in Item # 3, above), either is not subject to a finding for recovery under ORC Section 9.24, or has taken appropriate remedial steps required under that statute, or otherwise qualifies under that section to enter into contracts with the State of Ohio.

10. Equal Employment Opportunity Information on the Grantee and any Sub-grantee(s)

A. Provide vendor employee data both nationwide (including Ohio staff), and Ohio office employees separately:

	Nationwide	Ohio Offices
Total Number of Employees:	<u>n/a</u>	<u>15</u>
% of those who are Women:	<u>n/a</u>	<u>100%</u>
% of those who are Minorities:	<u>n/a</u>	<u>47%</u>

B. If you are the selected vendor, will you subcontract any part of the work?

☒ NO -or- YES, but for less than 50% of the work -or- YES, for 50% or more of the work

If yes, provide the following information on each subcontractor (additional pages may be added as needed):

Subcontractor Name: _____
Address: _____

Work To Be _____
Performed: _____
(a brief description) _____

Subcontractor's Estimated Percentage of Total Project (in % of work, not % of dollars): _____

If 50% or more of the work will be subcontracted, then ALSO provide the following information on ALL proposed sub-grantees:

	Nationwide	Ohio Offices
Total Number of Employees:	_____	_____
% of those who are Women:	_____	_____
% of those who are Minorities:	_____	_____

C. Identify all state grants which the grantee has since the beginning of the last fiscal year (i.e., since July 01, 2012) through

this fiscal year to date. Also include grants approved for ODJFS or institutions of higher education:

Total number of grants: 5

For each state grant, list the state agency and provide the following information:

1. State Agency/Educational Institution: ODJFS through Hamilton County Public Health, CFHS-Perinatal
Grant Dollar Amount: SFY14: \$117,000
2. State Agency/Educational Institution: ODJFS through Hamilton County Public Health, CFHS-OIMRI
Grant Dollar Amount: SFY14: \$178,289
3. State Agency/Educational Institution: ODJFS through Hamilton County Public Health, CFHS-Perinatal
Grant Dollar Amount: SFY13: \$135,297
4. State Agency/Educational Institution: ODJFS through Hamilton County Public Health, CFHS-OIMRI
Grant Dollar Amount: SFY13: \$191,795
5. State Agency/Educational Institution: Ohio Help Me Grow through Hamilton County FCFC
Grant Dollar Amount: SFY13, Q1 only: \$32,437

11. Grantee Ethics Certification

As a grantee receiving grants from the State of Ohio, I certify on behalf of
Healthy Moms & Babes, Inc. (name of vendor or grantee):

(1) I have reviewed and understand Ohio ethics and conflict of interests' laws, as found in Chapter 102 and Sections 2921.42 and 2921.43 of the Ohio Revised Code.

(2) I acknowledge that failure to comply with this certification is, by itself, grounds for termination of this contract or grant with the State of Ohio.




Signature of authorized agent

7-23-14

Date

12. I have read the ODJFS Model Grant attached to the RFGA, and if awarded a grant, I will not XX (or) I will request changes to the standard language, and have marked the requested changes and returned the model document with this proposal for consideration by ODJFS. (If so, ODJFS will review those requested changes if you are the selected grantee. All requested changes to model contract language are subject to ODJFS approval.)

13. I  (grantee representative in Item # 7) hereby affirm that this proposal accurately represents the capabilities and qualifications of Healthy Moms & Babes, Inc. (grantee's name), and I hereby affirm that the cost(s) bid to ODJFS for the performance of services and/or provision of goods covered in this application in response to this ODJFS RFGA is a firm fixed price, inclusive of all incidental as well as primary costs. (Failure to provide the proper affirming signature on this item may result in the disqualification of your proposal/bid.)

14. **Location of Business Declaration:** Vendors responding to any ODJFS RFP/RLB/RFGA (etc.) must certify that no public funds shall be spent on services provided/performed offshore by completing, signing, and returning the "Location of Business Form," which is the final section of this attachment. **FAILURE TO PROPERLY COMPLETE, SIGN AND RETURN THIS FORM, INCLUDING THE "LOCATION OF BUSINESS FORM," WILL RESULT IN DISQUALIFICATION OF THE VENDOR FROM CONSIDERATION FOR AWARD OF AN ODJFS CONTRACT.**

Attachment A —Section II.

Location of Business Form

Pursuant to Governor's Executive Order 2011-12K (www.governor.ohio.gov), no public funds shall be spent on services provided offshore. This form serves as a certification of compliance with this policy and required disclosures. Please answer the following questions about the project or service you are seeking to perform for or the funding for which you are applying from the Ohio Department of Job and Family Services:

1. Principal location of business of Grantee:

2270 Banning Road, Suite 200
(Address)

Cincinnati, Ohio 45239
(City, State, Zip)

Name/Principal location of business of sub-grantee(s):

N/A
(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

2. Location where services will be performed by Grantee:

Home office and multiple locations in Hamilton County
(Address) (City, State, Zip)

Name/Location where services will be performed by sub-grantee(s):

N/A
(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

3. Location where state data will be stored, accessed, tested, maintained or backed-up, by Grantee:

2270 Banning Road, Suite 200
(Address)

Cincinnati, Ohio 45239
(Address, City, State, Zip)

Name/Location(s) where state data will be stored, accessed, tested, maintained or backed-up by sub-grantee(s):

N/A
(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

(Name)

(Address, City, State, Zip)

4. Location where services to be performed will be changed or shifted by Grantee

N/A
(Address) (Address, City, State, Zip)

Name/Location(s) where services will be changed or shifted to be performed by sub-grantee(s):

N/A
(Name) (Address, City, State, Zip)

(Name) (Address, City, State, Zip)

(Name) (Address, City, State, Zip)

By signing below, I hereby certify and affirm that I have reviewed, understand, and will abide by the Governor's Executive Order 2011-12K. I attest that no funds provided by ODJFS for this grant or any other agreement will be used to purchase services provided outside the United States or to contract with a sub-grantee(s) who will use the funds to purchase services provided outside the United States. I will promptly notify ODJFS if there is a change in the location where any of the services relating to this project will be performed. If I am signing this on behalf of a company, business, or organization, I hereby acknowledge that I have the authority to make this certification on behalf of that entity.


Signature

7-23-14
Date

Healthy Moms & Babes, Inc.
Entity Name

2270 Banning Road
Address (Principal place of business)

Sr. Patricia A. Cruise, President & CEO
Printed name of individual authorized
to sign on behalf of entity

Cincinnati, Ohio 45239
City, State, Zip

Ohio Parenting and Pregnancy Program Grant
APPENDIX A TECHNICAL
APPLICATION

Instructions: Applicants are to fully complete this application and submit it with any additional required documents to be officially deemed the applicant's submitted response. Applicants may replicate this application in order to provide necessary responses; however, no application text may be altered or the applicant may risk disqualification.

Application Cover Page

Organization Name:	Healthy Moms & Babes, Inc.
Organization Address:	2270 Banning Road, Suite 200 Cincinnati, Ohio 45239
Point of Contact:	Sr. Patricia A. Cruise, SC
Telephone Number:	513-591-5600
Fax Number:	513-591-5604
E-mail Address:	pcruise@healthymomsandbabes.org
Federal Tax Id Number:	31-1155292
OAKS Vendor ID (if have one):	0000203894
DUNS Number:	155271182
Director/CEO:	Sr. Patricia A. Cruise, SC
Name of Signature Authority:	Sr. Patricia A. Cruise, SC
Title of Signature Authority:	President & CEO
E-mail Address of Signature Authority:	pcruise@healthymomsandbabes.org

Ohio Parenting and Pregnancy Program Grant
APPENDIX A TECHNICAL
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Mandatory Applicant Qualifications

In order to be considered for the grant expected to result from this RFGA, ODJFS requires that interested applicants **MUST** meet, at minimum, **ALL** the following qualification requirements. **Applicants who do not meet the following requirements shall not be considered for any grant award.**

1. Applicants **MUST** provide evidence that they are a private not-for-profit organizations by submitting a copy of their organization's current and valid not-for-profit 501(c)(3) tax status determination letter from the Internal Revenue Service (IRS). Please attach this documentation with your agency's application submission.

See Attachment 1

2. Applicants **MUST** demonstrate that they have a physical location or office in the state of Ohio. Please provide your agency's office location.

Our main office is location is 2270 Banning Road, Suite 200, Cincinnati, Ohio 45239.

3. Applicants **MUST** sign the Program Assurances affirmation page of this application and include it in their application submission.
4. Applicants **MUST** identify and assign one key staff person [to serve as **Program Lead**] who can demonstrate a minimum of two (2) years of experience operating in areas of family planning or other services such as abortion prevention services, childbirth promotion, parenting development and/or adoption assistance and also resides in the state of Ohio. Applicant must provide an affirmation that the Program Lead resides in Ohio [Do Not provide Program Lead's home address]. Profile and resume must be included for the Program Lead.

Program Lead: Melinda Adams, MA, HM&B Operations Director

Ms. Adams has a Master of Arts degree in Applied Behavioral Science, a Bachelor of Arts degree with a double major in Psychology and Speech Communication, and 20 years of experience in the Social Service and Mental Health fields. She has been a member of the HM&B team for 2 years and is responsible for direct supervision of all program staff, supervising all activities related to pregnancy, healthcare, breastfeeding, family support plans, abortion prevention services, childbirth promotion, parenting development and adoption assistance. HM&B affirms that Ms. Adams is a resident of Loveland, Ohio.

Ohio Parenting and Pregnancy Program Grant
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Organizational Experience and Capabilities (Response should be no more than 2 pages in total for Items 5-6.)

5. Clearly identify the indicators of your agency's effectiveness, quality and outcomes achieved for similar programs. And if the desired outcomes were not met, include an explanation of the lessons learned and how those obstacles were corrected.

For more than 25 years, Healthy Moms & Babes (HM&B) has provided outreach services focused on pregnancy and parenting to low-income, high-risk women of child bearing age and their children at no cost to the client. At the time of our inception in 1986, the infant mortality rate for Cincinnati and Hamilton County was 17.9 deaths per 1,000 live births, and the rate for African American babies was 3 times higher. These statistics have improved but the infant mortality rate in Cincinnati is the highest of any urban area in the state of Ohio. Furthermore, the State of Ohio is one of the top three states in the country where babies die before their first birthday. In our service area of Hamilton County, the infant mortality rate for 2013 was 8.8 deaths per 1,000 live births; the rate for Caucasian babies was 6.59 while the rate for African American babies was 13.3. Healthy Moms & Babes currently has 2 significant programs: a Mobile Van Program that travels to ten high-risk neighborhoods to provide easy access to pregnancy screening and related services, and a comprehensive Home Visiting Program that provides in-depth services to pregnant women and babies up to age three.

Mobile Van data from past years indicates over 500 pregnancy tests per year and over 4,600 individual education sessions with a 75% return rate for continued education. In the past five years, Mobile Van utilization has decreased due to social and community changes, i.e., the legislative decision to eliminate public housing opportunities, and the establishment of public assistance programs that require work and / or school enrollment which limits the time for clients to access our services. HM&B utilizes the following indicators to measure the effectiveness of the Mobile Van program: a) number of pregnancy tests, b) number of successful referrals to home visiting, c) compliance with medical care, d) birth of a full term healthy baby, e) the health of the baby at the 1st birthday, and f) retention rate of clients.

The addition of the Home Visiting Program (HVP) in 2000 enabled HM&B to provide more comprehensive one-on-one care coordination for pregnant women and their families. The HVP serves 250 to 300 pregnant and parenting women annually. Over a 2-year period, during 2012 & 2013, 300 babies were born to our clients and 90% of these births were full term healthy babies. Through the utilization of trained and certified community health workers using an evidence based curriculum, the HVP established a structured protocol for education, screenings, and medical compliance, as well as support and mentoring for each client. The effectiveness indicators for the HVP include: a) birth outcomes, b) physical and developmental milestones, c) personal and professional goals, d) multiple screenings - medical, emotional, environmental, and e) barriers to care.

Ohio Parenting and Pregnancy Program Grant
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6. Describe your agency's length and depth of experience providing services in the following areas (minimum of 2 years in each):

- a. Family planning or other services;
- b. Abortion prevention services and childbirth promotion; and
- c. Parenting development and/or adoption assistance

Healthy Moms & Babes has been providing uninterrupted community based outreach intervention services for 28 years through the use of a Mobile Van and a Home Visiting Program. Founded as a faith-based pro-life outreach ministry based on Catholic Social Teaching, we operate on core values of respect for all human life from conception to natural death, human dignity, common good, social justice and equality, rights and responsibilities, options for the poor and underserved, and respect for differences of race, ethnicity, religion, economics, and ideology. The mission of Healthy Moms & Babes has been and remains the promotion of healthy mothers having healthy babies and raising healthy children. The goal of the Mobile Van is to provide easy access to pregnancy testing to provide early identification of pregnancy.

6a. In the Women's Health component of our programs, we assist women in understanding their reproductive cycles and planning their pregnancies naturally. We encourage exclusive breastfeeding which naturally helps to space children. We help each client develop a Family Support Plan which includes strengths and resources, concerns and priorities, and goals for her family.

6b. The pro-life aspect of our mission drives the agenda of identifying pregnancy early and supporting the mother in the choice for life and childbirth. We do not refer for abortion services. Our stance is to encourage maintaining the pregnancy through delivery and offer support, assistance and education to the mother/parents and encourage her/them to consider parenting the unborn child. One unique aspect of our agency's services is that we commit to our clients that we will remain with them and available to them for the duration of the pregnancy and into the parenting years. We do educate women on the medical and emotional risks that an abortion procedure carries. We offer to include family members in the prenatal education and promotion of childbirth and a healthy pregnancy. Adoption is always discussed as an option and we work closely with adoption agencies in Hamilton County for this specialized counseling. The education that we provide enhances the mother's confidence in her own ability to have a healthy baby and to be the best mom she can be.

6c. The Home Visiting Program provides more individualized services, including care management and support for pregnant women and working with moms and parents through the baby's first years of life, up to age three. Home visiting services are provided by Certified Community Health Workers who assist moms with addressing barriers to care and social services, establishing goals for mom and her family and assisting her in achieving those goals, providing emotional support, mentoring, education, transportation and crisis intervention.

Healthy Moms & Babes' overarching goals are to: Promote Childbirth, Increase Healthy Pregnancies, Improve Parenting Confidence and Competence, and Improve Child Health, Development, Bonding and Attachment.

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Key Staff Experience and Capabilities

Profiles and resumes must easily identify how the applicant's assigned key staff meet the required experience and capabilities for this program. Profiles and resumes must also be included for all persons proposed for key positions. **(Response should be no more than 8 pages in total for Items 7-10, not including key staff resumes.)**

7. Identify and assign a key staff member as **Program Outcome Manager** to be responsible for ensuring that the applicant's proposed planned uses of funding (i.e., increase number served, provide new or expanded services, expand geographical area served, or other relevant use of funding) have been successfully accomplished and provided. The **Program Outcome Manager** should have at least one (1) year of experience in working in areas of family planning or other services such as abortion prevention services, childbirth promotion, parenting development, and/or adoption assistance. Note: The applicant's Program Outcome Manager may also serve as Program Lead; however, the applicant must demonstrate that the assigned key staff person meets the minimum required experience for both roles.

Program Outcome Manager: Melinda Adams, MA, HM&B Operations Director

Ms. Adams has a Master of Arts degree in Applied Behavioral Science, a Bachelor of Arts degree with a double major in Psychology and Speech Communication, and 20 years of experience in the Social Service and Mental Health fields. She has been a member of the HM&B team for 2 years and is responsible for supervision of all program staff. She has worked as a Mental Health Clinician for much of her career, with expertise in Infant Mental Health and Child Development, Child Sexual Abuse, and Early Childhood Trauma, and supervision of all of the direct care staff. Ms. Adams also became a Certified Lactation Counselor twelve years ago, and today she offers support to our breastfeeding moms, including starting a Breastfeeding Initiative which has earned the support of WIC.

8. Identify and assign a key staff member as **Fiscal Specialist** to be responsible for preparing the monthly invoices and ensuring adherence to fiscal policies and procedures, and preparing any additional reports as necessary. The **Fiscal Specialist** should have at least one (1) year of experience in working with fiscal program and/or systems.

Fiscal Specialist: Joan Monnin Callahan, MBA, HM&B Finance Manager

Ms. Callahan has a Master of Business Administration degree, a Bachelor of Science degree in Accountancy, and more than 25 years of experience in public, private and non-profit accounting, including over 3 years at HM&B as Finance Manager and also previously served HM&B as a contract accountant for 4 years. She is responsible for preparing all monthly and annual financial reports, required federal reports, monthly invoices for multiple vendors and granting entities, and agency payroll, and works closely with the Operations Director, the President / CEO, and the independent auditors to ensure policies and procedures are established, followed and maintained.

Ohio Parenting and Pregnancy Program Grant
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9. Identify and assign at least one key staff member as **Case Worker** to be responsible for coordinating care, resources and services for individual or family participants that will services to promote childbirth and parenting. The **Case Worker** should have at least one (1) year of experience in working in areas of family planning or other family services that promote parenting, two parent families or family intervention services.

Case Worker: Veree Russell, LPN, HM&B Mobile Van Program Lead

Ms. Russell has been a Licensed Practical Nurse since 1995 and has been a key part of the Mobile Van staff at HM&B for nearly 18 years. She is dedicated to providing prenatal health education, counseling, education on abortion prevention, and natural family planning practices. She will be a key staff member who will be responsible for providing direct services on the Mobile Van including Reproductive Life Planning, STD Testing, Pregnancy Testing, Health / Wellness Screenings, Maternal Depression Screenings, and Healthy Baby Screenings including Hearing, Vision and Development. Ms. Russell is a well-known and trustworthy nurse with a rich history in the community, and she is also an experienced Doula and a trained phlebotomist.

Case Worker: Queen Smith, CCHW, HM&B Home Visiting Program

Ms. Smith has an Associate of Arts degree in Liberal Studies, is a Certified Community Health Worker, and is pursuing completion of a Bachelor degree. She has been a member of the HM&B Home Visiting team since October 2006. Ms. Smith will be responsible for engaging families in home visiting, as well as coordinating care, resources and services for the women, infants, children and families that are enrolled in the Parenting and Pregnancy Program. She will also complete the following assessments with the clients: Individualized Family Plan, Maternal Depression Screening, Child Development Screenings, and Domestic Violence Screening. Ms. Smith has a strong background in serving at-risk women, children, and families, including excellent client evaluation skills and direct contact experience with children and families in their home environment, and a proven ability to establish excellent working relationships with clients. She also has extensive experience working with mothers and families affected by mental health issues and demonstrates the ability to remain calm and in control when faced with crisis situations.

Case Worker: Shiela Robinson, Home Visitor, HM&B Home Visiting Program

Ms. Robinson has been working in the social services field for 26 years and has been a member of the HM&B Home Visiting team for 13 years. Ms. Robinson will be responsible for engaging families in home visiting, as well as coordinating care, resources and services for the women, infants, children and families that are enrolled in the Parenting and Pregnancy Program. She will also complete the following assessments with the clients: Individualized Family Plan, Maternal Depression Screening, Child Development Screenings, and Domestic Violence Screening. In July 2014, Ms. Robinson's commitment to make a difference in the lives of the women she works with was published in a local newsletter, featuring a quote from her client who stated "Ms. Shiela saved my life. She helped me find my voice and she supported me as I worked hard to reach my goal. My personal goal to get my children back...I succeeded".

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10. Identify, by position and by name, any additional support staff your agency considers key to the program's success located within the service providers' office. Provide a list of key staff, their relevant education and work experience (including the subject and duration) and the duties they will perform under this program.

Case Worker – Additional Support: Carol Hafner, RN, HM&B Mobile Van Program
Ms. Hafner has been a Registered Nurse since 1967, a Certified Childbirth Educator since 2000, and an integral member of the HM&B Mobile Van Program for 17 years. She has 24 years of experience in childbirth preparation, teaching couples what to expect, how to deal with labor and delivery, and lessening their fears. She will be a back-up case worker who will be responsible for providing direct services on the Mobile Van including Reproductive Life Planning, STD Testing, Pregnancy Testing, Health / Wellness Screenings, Maternal Depression Screenings, and Healthy Baby Screenings including Hearing, Vision and Development. Currently, Ms. Hafner is also working with a specialized population of women who are recovering from opiate addiction, teaching these moms how to care for their infants who are born addicted.

Case Worker – Additional Support: Grace Letcher, LPN, HM&B Home Visiting Program
Ms. Letcher has been a Licensed Practical Nurse since 2012, holds an Associate of Arts degree in Business, and has been a valuable member of the HM&B Home Visiting team since February 2014. She is well trained in and passionate about Childbirth Education, Breastfeeding Support, Infant Care and Child Development. She has 5 years of experience working with prenatal women and families providing education on pregnancy, child development, parenting, and high-risk health issues. Ms. Letcher will be a back-up case worker, responsible for engaging families in home visiting, as well as coordinating care, resources and services for the women, infants, children and families that are enrolled in the Parenting and Pregnancy Program. She will also complete the following assessments with the clients: Individualized Family Plan, Maternal Depression Screening, Child Development Screenings, and Domestic Violence Screening. In 2012, Ms. Letcher also began working on her Doula certification and has two more births to attend to become fully certified.

Additional Support: Two AmeriCorps Outreach workers, to be determined

Important: It is the affirmative responsibility of the organization submitting an application to remove all personal confidential information (such as home addresses and social security numbers) of the organization's staff and/or of any subcontractor and subcontractor staff from resumes or any other part of the application package.

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APPLICATION

Applicant Agency Profile

(Response should be no more than 4 pages in total for Items 11-13, not including attached brochures/printed material.)

11. Describe the services your agency currently provides, including logistics of operations and geographical areas of coverage, and any unique features. Include your agency's website address and attach a brochure or other printed material that provides information on your agency.

Healthy Moms & Babies (HM&B) is a mobile and home visiting community-based outreach health education and health promotion program for high-risk, low-income women and their families, offering innovative and accessible services to Hamilton County, Ohio residents for the last 28 years.

HM&B demonstrates a unique ability to provide community outreach and enjoys an exemplary reputation within the communities we serve. A 34-foot mobile van unit is outfitted to provide education and testing to any targeted neighborhood. In addition, two agency cars are utilized for home visits and for client transportation. Our agency vehicles are traveling billboards, wrapped with messages in both English and Spanish on Safe Sleep and the importance of pre-natal care. Currently, we offer van services on a bi-weekly or monthly schedule to 10 high-risk neighborhoods in Hamilton County where the infant mortality rates are in the double digits. The Mobile Van Program is currently staffed by two nurses and a bilingual health educator. Our mobile services currently include, at no cost to the client, pregnancy testing and STD screenings for syphilis, gonorrhea, and chlamydia. Every woman whose pregnancy test is positive is referred into our Home Visiting Program. Any client testing positive for an STD is referred for treatment to the Hamilton County Public Health Department. In addition we assist clients with gaining access to medical and / or other social services specific to that client's needs.

The HM&B Home Visiting Program staff works closely with area prenatal clinics and hospitals to enroll expectant moms into our Home Visiting Program. Our Home Visiting Program offers comprehensive education, intervention and family support. This includes family development, prenatal healthcare, family healthcare, safety, caring for baby, and monitoring baby's development. HM&B is widely known for its commitment to community-based services and its unique ability to reach out to the community. We are frequently contacted by local prenatal clinics that provide medical services for mutual clients with requests to assist those clinics in locating or contacting the clients. Often clients do not have stable housing and it may be difficult for the clinics to locate them, but our home visitors are working out in the neighborhoods and can track down clients more easily. Also unique to our program, is the capability and commitment to work with families for up to three years.

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12. Describe the population your agency serves including any demographic information as well as family makeup. Include the number of families that your agency has served in the past 2 years.

Almost all of HM&B's clients are single, female, heads of household, with an average of 2 - 4 children, living in poverty below the 185th percentile (based on household income), residing in subsidized housing and accessing food stamps and other federal and state subsidies. In our Home Visiting Program, we serve 230 families per month. Over the last two years, we have enrolled 438 prenatal women into our Home Visiting Program, and our Mobile Van Program has reached 3,000 women living in the neighborhoods we serve.

These neighborhoods include, but are not limited to, the following zip codes:

- 45225 (Millvale, Cumminsville, Fairmont, and Villages of Roll Hill)
- 45229 (Avondale)
- 45232 (Winton Terrace, Winton Hills)
- 45204 & 45205 (Price Hill)
- 45206 (Walnut Hills)
- 45207 (Evanston)
- 45211 (Westwood)
- 45237 (Bond Hill)

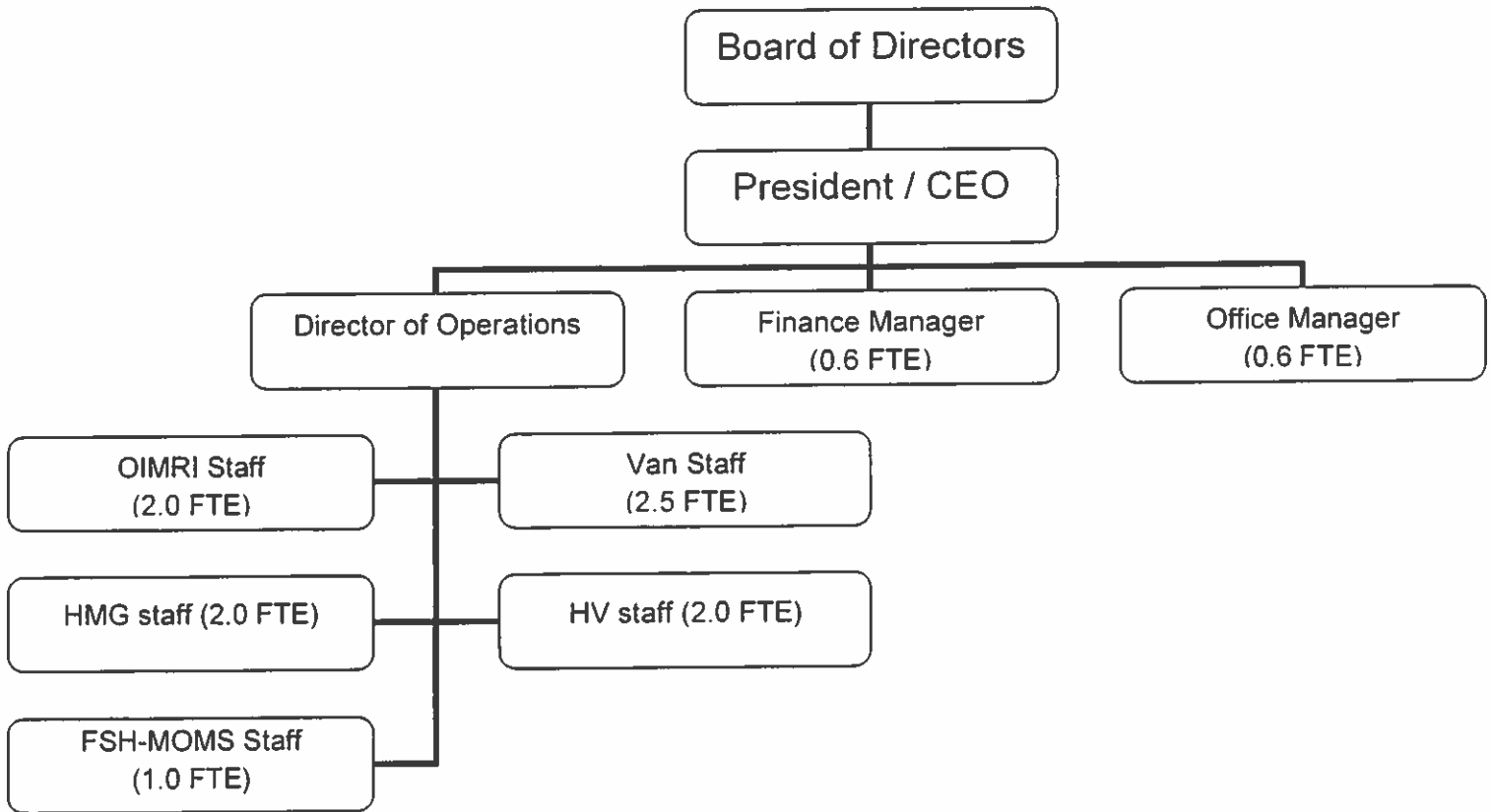
Healthy Moms and Babes' current client population demographic is:

African American	79.0%
Hispanic	11.0%
Caucasian	8.6%
Other	1.4%

Ohio Parenting and Pregnancy Program Grant
APPENDIX A TECHNICAL
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13. Provide a current organizational chart (including any sub-grantees) and specify the key management and administrative personnel who will be assigned to this project.

Healthy Moms and Babes, Inc.
Organizational Chart
As of July 1, 2014



Ohio Parenting and Pregnancy Program Grant
APPENDIX A TECHNICAL
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Program Design (Response should be no more than 4 pages in total for Items 14-18.)

14. Please indicate a minimum of two (2) planned uses of funding for this program: **[Applicants who do not indicate at least 2 planned uses of funding in their application shall not be considered for any grant award.]**

a. Increase numbers served ★ Yes ☐ No

Indicate how many additional families you will serve and thoroughly describe your plan for increasing program participation.

a. Our goal is to increase the number of women and families benefitting from our services. We propose to increase the number of pregnancy tests by 45% (from 250 to 360) to ensure early identification of pregnancy and early access to prenatal care. We also propose to enroll 35 new prenatal clients and 35 new postnatal mothers or other relatives caring for a child less than 12 months of age to provide in-home support services. We will also increase our outreach and canvassing hours by 50% (from 640 to 960), which will increase the number of client visits to the Mobile Van by 33% (from 1,500 to 2,125).

Our plan for increasing program participation includes the following activities:

- One-on-one contact with potential clients through canvassing in the neighborhoods. As we canvass the community, we will offer assistance and services to any mother and or relative caring for a child less than 12 months.
- Broaden outreach to partner with schools, churches and community centers in order to pool resources,
- Partner with medical clinics for Home Visitors to receive referrals for at-risk babies who need to have more frequent follow-up in the home during the first year of life.
- Create/update marketing and public relations tools, utilizing monthly calendars, monthly newsletters, agency brochures, agency website, e-mail, and social media.
- Add two AmeriCorps members to our Mobile Van staff and also increase the number of volunteers to enable us to increase our outreach efforts.
- Increase the number of community health fairs and other community activities in which our staff members participate to promote awareness of our presence and services.

Ohio Parenting and Pregnancy Program Grant
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14 b. Provide expanded or new services ★ Yes ☐ No

Thoroughly describe the expanded or new services and the method in which you will implement these services.

b. Our first expansion goal is to expand our Home Visiting services to include mothers that are postnatal or other relatives caring for any child less than 12 months of age and home visiting services for newborns to be enrolled up to age 6 months. Currently there are no home visiting agencies in Hamilton County that provide services to women that are postnatal and have more than one child. Our second expansion goal is to offer the following new services through our Mobile Van Program: reproductive health planning, domestic violence screening, health/wellness screening (blood pressure, glucose screening, temperature, depression screenings and mental health referrals), healthy baby screenings (weight, height, temperature, hearing, and development). The Mobile Van Program will continue to offer pregnancy testing, and STD testing. All services will be made available to each family enrolled in the Parenting and Pregnancy Home Visiting Program. In addition these comprehensive services will be made available to anyone who visits the Mobile Van. Each case worker in this proposed program will be responsible for ensuring that their mothers/caregivers schedule a health/wellness screening for both mom/caregiver and baby.

c. Expand geographical area served ☐ Yes ★ No

Thoroughly describe your current service coverage area and indicate the additional geographical area to be served and your method to expand to those areas.

d. Other proposed use(s) of funding ☐ Yes ★ No

Please thoroughly describe any other proposed use(s) of funding including description of services and other pertinent information.

Ohio Parenting and Pregnancy Program Grant

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15. Services and numbers of new individuals served

In the chart below, indicate a minimum of three (3) program activities your agency will provide. Include the anticipated number of new individuals that your agency will serve (for the duration of the grant period) in each activity and the total numbers you plan to serve. Please feel free to add rows to include services not listed.

Program Service	New Number Served	Program Service	New Number Served
Clothing		Parenting Classes	
Counseling		Postpartum Recovery	35
Diapers / Wipes	100	Transportation	75
Food (Lunch & Learn)	275	Health Screening	360
Furniture		Infant Health Screening	100
Health Care		Pregnancy Screening	300
Educational Toys & Books	100	STD Screening	150
Diaper Bags	75	Glucose Screening	300
(Includes duplication due to same client receiving more than one service) Total			1,870

16. Describe your agency's relationship with partner community organizations or agencies that will be used to carry out the program activities, including: 1) the name of each partnering organization (whether contractual or non-contractual relationship); 2) the roles and functions for the applicant and each individual partner organization; 3) services each partner will provide; 4) whether or not the partner organization(s) have collaborated with the applicant on similar projects in the past; 5) the number of years of collaboration with each partner; and, 6) the location of partner offices.

Healthy Moms & Babes has excellent collaborative working relationships with many partners who work in the area of maternal and child health. All of these partners currently collaborate with us and will be participating in the expansion programs as related to their client base.

- Good Samaritan / TriHealth prenatal clinic – provides prenatal care; referrals for home visiting services on high risk clients, collaborative efforts between staff to ensure compliance with medical care and client needs are being met; 25 years, Cincinnati, Ohio
- University Health prenatal clinic – provides prenatal care; referrals for home visiting services on high risk clients, collaborative efforts between staff to ensure compliance with medical care and client needs are being met; 25 years; Cincinnati, Ohio
- TriHealth Nurse Midwives prenatal clinic – provides prenatal care; referrals for home visiting services on high risk clients, collaborative efforts between staff to ensure compliance with medical care and client needs are being met; 20 years; Cincinnati, Ohio.

Ohio Parenting and Pregnancy Program Grant
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- Cincinnati Health Department Clinics – provides prenatal care; referrals for home visiting services on high risk clients, collaborative efforts between staff to ensure compliance with medical care and client needs are being met; 25 years; Cincinnati, Ohio
- Crossroad Health Center – pediatric medical care provider; referrals for home visiting services on high risk clients, collaborative efforts between staff to ensure compliance with medical care and client needs are being met; long term - 15 years; Cincinnati, Ohio
- Pregnancy Care centers – provide ultra sound testing for abortion minded women, Cincinnati, Ohio
- Adoption Connection – provides adoption counseling and services if alternative parenting is requested; 2-3 years; Cincinnati, Ohio
- Catholic Charities – provides a mental health counselor once a week to serve our clients in need of crisis intervention and / or brief counseling. Started Spring, 2014; Cincinnati, Ohio

17. Define the eligibility requirements for the services provided. Additional eligibility standards may be added but requirements of §5101.804 of the Revised Code must be included.

To be eligible for services under this proposed program, a client must be a pregnant woman, or a parent or other relative who is caring for a child or children that are less than 12 months of age. HM&B is a private, not-for-profit entity and we do not charge a fee for any services. If we are unable to provide services that a visitor might be seeking, we will make a referral for additional assistance. HM&B does not discriminate in its provision of services on the basis of race, religion, color, age, marital status, national origin, disability, or gender.

18. Include a description of the target audience that will be serviced by the provider.

The clients that will be served under this program are needy families with an average of 2 - 4 children, living in poverty below the 185th percentile (based on household income), residing in subsidized housing and accessing food stamps and other federal and state subsidies. We provide support services to families in need so that their children may continue to be cared for in their own homes. Our primary service area is Hamilton County, with some additional families in neighboring Butler and Warren Counties.

Ohio Parenting and Pregnancy Program Grant

APPENDIX A TECHNICAL

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Program Outcome Management (Response should be no more than 2 pages in total for Items 19-20.)

19. Clearly describe the intended outcomes for this program and the indicators your agency will use to measure effectiveness.

Our agency data clearly demonstrates that 1) women who participate in our program have a 90% chance of delivering a healthy full term baby, 2) clients who tested positive for pregnancy through our program were able to access early prenatal care and also attended their first appointment, and 3) HM&B is having a positive impact on reducing infant mortality and prematurity among our clients. However, in Cincinnati and Hamilton County, the rates are still the highest in the state of Ohio. Therefore, our intended outcome is to increase the number of women and their children benefitting from our services, including increased access to prenatal care, increased smoking cessation, prevention of child abuse and neglect, improved knowledge of child development, improved parent/child interaction, improved home environment, increased early identification of developmental delay, early pregnancy identification, post-partum depression identification, increased access to medical home/primary health care provider, increased breastfeeding awareness and support, increased family support, improved safe sleep practices, and reduction of individualized barriers as identified by program participants.

Strategy	Activities	Person Responsible	Time Line	Indicators	Accomplishments
Increase number of clients served	1 One-on-one contact to promote HM&B services	Case Workers, Mobile Van Staff, AmeriCorps Volunteers	9/1/2014-6/30/2015	Increase the number of clients served by 45%.	
	2 Broaden outreach efforts to partner with schools, churches and community centers for services, facilities and activities	Program Outcome Manager/Program Lead, CEO	9/1/2014-6/30/2015	Build relationships with at least 5 new contacts (school, church, comm center) per neighborhood	
	3 Partner with medical clinics for Case Workers to receive referrals for at-risk babies who need to have more frequent follow-up in the home during the first year of life	Program Outcome Manager/Program Lead, Case Workers, CEO	9/1/2014-6/30/2015	Build relationships with at least 3 new clinics	
	4 Create/update marketing and PR tools <ul style="list-style-type: none"> Monthly Calendar Monthly Newsletter Brochure Website & Facebook E-mail, Texting, Twitter 	Program Outcome Manager/Program Lead, Case Workers, Mobile Van Staff, CEO	9/1/2014-6/30/2015	Distribute 800 items per month and to increase digital contacts by 20%	
	5 Add two AmeriCorps members to Mobile Van staff to enable neighborhood canvassing Increase number of overall volunteers	Program Outcome Manager/Program Lead, CEO	by 9/1/14 9/1/2014-6/30/2015	Secure two AmeriCorps members. Increase our other volunteers by 50%.	
	6 Increase the number of community health fairs and other community activities involving staff participation	Program Outcome Manager/Program Lead, Case Workers, Mobile Van Staff, CEO	9/1/2014-6/30/2015	Participate in a minimum of 8 health fairs and a minimum of 10 other community activities	

Ohio Parenting and Pregnancy Program Grant

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Strategy	Activities	Person Responsible	Time Line	Indicators	Accomplishments
Provide expanded or new services	1. Complete a Reproductive Health Plan for every client that is screened for pregnancy	Mobile Van Staff	9/1/2014-6/30/2015	At least 90% of clients that request a pregnancy test complete a Reproductive Health Plan	
	2. Health/wellness (blood pressure, blood glucose, STD, mental health / depression) screenings highly encouraged for all adult Mobile Van participants and completed for any client that requests a pregnancy test	Mobile Van Staff	9/1/2014-6/30/2015	At least 75% of clients that request a pregnancy test complete additional health screenings	
	3. Wellness, development and hearing screenings offered to clients' children. Make referrals for early intervention	Mobile Van Staff	9/1/2014-6/30/2015	At least 75 % of clients' children will be screened and referred for treatment as indicated	
	4. Each home visiting Case Worker will maintain a case load of 35 prenatal and post-partum clients	Program Outcome Manager/Program Lead, Case Workers	9/1/2014-6/30/2015	Increase the number of prenatal and postpartum clients from 0 to 70.	
	5. Maintain a home visiting schedule prenatal clients (1-2 visits every three weeks up to 3 rd trimester, then bi-weekly until delivery. Baby's first year of life: 0-3 months, bi-weekly; 4-5 months, once every three weeks; 6-12 months, once per month, or as frequently as needed.	Case Workers	9/1/2014-6/30/2015	100 % of all home visits are documented and monitored on a weekly basis	
	6. The following tools will be completed with each client: Domestic Violence Screening, Edinburgh Postnatal Depression Score (EPDS), Child Development Screenings (ASQ -Ages & Stages Questionnaire)	Program Outcome Manager/Program Lead, Case Workers	9/1/2014-6/30/2015	100% of client files are audited to ensure completeness, accuracy, quality, and consistency	
	7. Clients and others in the home are educated and screened for tobacco use. Identified client smokers will be asked to complete the prenatal and / or the post-partum "5A's of Smoking Cessation Intervention" tool.	Case Workers	9/1/2014-6/30/2015	At least 90% of pregnant and postpartum women are screened for tobacco use and offered the 5A's of Smoking Cessation Intervention	
	8. Clients receive Safe Sleep education	Case Workers	9/1/2014-6/30/2015	100% of clients enrolled in home visiting received education a minimum of 5 times	
	9. Case Workers utilize evidence-based curriculum (Partners For a Healthy Baby)	Case Workers	9/1/2014-6/30/2015	100% of women/families enrolled in home visiting provided with education that is evidence-based	

20. Describe how program data will be collected and confidentiality maintained.

Melinda Adams, Program Lead, will be responsible for ensuring that all required data is collected and securely stored. We comply with all applicable HIPAA rules. We have systems in place to ensure that all measures, screens and tools are being logged and tracked appropriately. Each case worker is required to keep a weekly schedule and Ms. Adams provides bi-weekly supervision for all staff. Case workers are required to create a case note for each client encounter within 48 hours of contact and all case notes are reviewed on a weekly basis. These case notes are created and stored in the secure HM&B database, which can be accessed only by program staff and supervisor. All assessment tools are kept in hard copy and secured in a locked file cabinet. All paper copies containing confidential data are shredded after the required time period.

Ohio Parenting and Pregnancy Program Grant
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Sub-grantees and Vendors (1 page maximum in total for Items 21-22)

21. Applicants are to disclose whether or not any sub-grantees be used for this project. (If no, please include a statement that no sub-grantees will be involved. If yes, please describe the procurement process and the timeline to accomplish procurement as well as provide all required information as specified in Section 4.6, of the RFGA.

Healthy Moms and Babes will not be using sub-grantees on this proposed project.

22. Describe the monitoring process for the sub-grantee (if applicable). Include the documentation that will be reviewed, who will perform the monitoring, the frequency that the sub-grantee shall provide performance reports and the plan addressing areas for improvement or poor performance. [If no sub-grantee is involved, the applicant shall disregard this requirement.]

N/A

Ohio Parenting and Pregnancy Program Grant
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Program Budget
(Page 1 of 2)

Program Budget Items	Totals
Personnel	\$ 97,000
Fringe Benefits & Taxes	\$ 18,000
Staff Mileage/Other Travel	\$ 3,000
Supplies	\$
Health Care Services	\$
Contracted Services	\$
Participant Transportation	\$ 700
Participant Support	\$
Equipment (shall not exceed 5% of the budget)	\$ 3,200
Other: Medical Supplies & Tests	\$ 2,600
Other: Client Incentives	\$ 500
Total Program Costs:	\$125,000
Indirect Costs (shall not exceed 15% of the budget):	\$
TOTAL:	\$125,000

Ohio Parenting and Pregnancy Program Grant
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Budget Narrative (Page 2 of 2)

Please describe the costs and provide any necessary calculations for each budget line item. If indirect costs are included, the agency must provide a copy of their current approved indirect cost plan. Indirect costs will not be allowed without an appropriately approved indirect cost plan.

Personnel \$97,000

- Program Lead, Melinda Adams, MA, (.33 FTE); \$14,000
- Fiscal Specialist: Joan Monnin Callahan, MBA (.1 FTE); \$2,000
- Case Workers: Veree Russell, LPN (.5 FTE), Shiela Robinson (1.0 FTE), Queen Smith, CHW (1.0 FTE); \$61,000
- Outreach Support: Two AmeriCorps members (TBD); \$20,000

Fringe Benefits & Taxes \$18,000

- 403b employer contributions up to 4% for participating employees; \$2,750
- Health insurance for full time employees, agency covers 80% (\$6,750) of medical premiums and 60% (\$500) of dental premiums. For full time employees, Life insurance and Accidental Death & Dismemberment insurance, as well as an Employee Assistance Program for all employees, all 100% paid by the agency (costs included above with medical).
- Employer's FICA tax computed on allocated wages; \$5,900
- Workers' Compensation and Unemployment computed at current rates on allocated wages; \$2,100

Staff Mileage / Other Travel \$3,000

The agency has two cars available for staff to use for home visits and patient transportation. Gasoline, parking, repair and maintenance costs for the agency vehicles are allocated on the basis of miles, as tracked on a daily mileage log. If an agency vehicle is unavailable, employees use their personal vehicles, with the stated reimbursement rate of 52 cents per mile, plus occasional parking. Travel varies each month, and the estimated cost is based on historical data.

Participant Transportation \$700

An estimated 20 patients per month are expected to need 2 city bus tokens each, at \$1.75 per token, to travel to medical appointments and other professional / medical referrals.

Equipment \$3,200

Laptop computers or tablets are necessary to enable data entry at the patient service sites for recording patient data and outcome statistics. Printers are necessary to produce hard copies of data for audit and reporting purposes. This cost is estimated at \$800 per computer for each case worker plus two printers at \$400 each.

Medical Supplies & Tests \$2,600

Expansion of health and wellness services requires additional medical supplies such as glucose test strips (.80 each) and lancets (.20 each), pregnancy tests (.20 each), and STD tests (\$13.50 each), as well as reusable items like blood pressure cuffs (2 @ \$65 each) and a professional grade glucose monitor (\$75).

Client Incentives \$500

Providing incentives greatly increases the number of participants at any event: food for Lunch & Learn education sessions, diaper bags, diapers and wipes, educational toys and books (historical cost estimate).

Ohio Parenting and Pregnancy Program Grant
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Program Assurances

Please affirm that the following statements are true and accurate. Affix the appropriate signature where indicated. **The application will not be considered complete without the required signature and shall be disqualified from consideration.**

We the undersigned assure that our Agency:

1. Will not charge pregnant women and parents or other relatives caring for children twelve months of age or younger a fee for any services received;
2. Is not involved in or associated with any abortion activities, including providing abortion counseling or referrals to abortion clinics, performing abortion-related medical procedures, or engaging in pro-abortion advertising;
3. Is physically and financially separate from any entity, or component of an entity, that engages in abortion activities;
4. Will only subcontract with entities that are physically and financially separate from any entity, or component of an entity, that engages in abortion activities;
5. Will not discriminate in its provision of services on the basis of race, religion, color, age, marital status, national origin, disability, or gender; and,
6. Will comply with the requirement of 5101.804 of the Ohio Revised Code.

Agency Name: Healthy Moms & Babes, Inc.

Printed Name of Director/CEO: Sr. Patricia A. Cruise, SC

	<u>7-23-14</u>
Signature	Date

INTERNAL REVENUE SERVICE
P.O. BOX 2508
CIV. INNATE, OH 45201

DEPARTMENT OF THE TREASURY

DATE: JUN 29 2009

RE: THE MOMS & DADS, INC.
1571 FANNING RD S.E. 206
CIV. INNATE, OH 45201

Employer Identification Number:
31-1155292

DIN:
17053006409029

Contact Person:
LOUIS F. JOHNSON

ID# 95125

Contact Telephone Number:
(877) 829-5506

Accounting Period Ending:
December 31

Public Charity Status:
170(b)(1)(A)(vi)

Form 990 Required:
YES

Effective Date of Exemption:
February 27, 2008

Contribution Deductibility:
YES

Addendum Applies:
NO

Dear Applicant,

We are pleased to inform you that upon review of your application for tax-exempt status we have determined that you are exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax-deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see our on-line Publication 4221-PG, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



ROBERT CHO,
Director, Exempt Organization
Policies and Agreements

See our on-line Publication 4221-PG

Letter 947 (09/06)

Melinda M. Adams, MA

Healthy Moms & Babes
2270 Banning Road
Cincinnati, OH 45239

Phone: 513-591-5600, ext. 18

Fax: 513-591-5604

E-mail: madams@healthymomsandbabes.org

Objective

A professional position of leadership in social, health, and human services in which excellent management, team building, individualized support, community and resource awareness, outreach, and technical skills will be utilized to support and further the mission of the agency

Qualifications

- 2 years as operations director, program manager for non-profit social services agency
- 16 years of psychology expertise
- 16 years experience in speech communications
- 3 years experience as early intervention development specialist
- 8 years experience as mental health clinician
- 3 years experience in community outreach coordination
- Excellent computer skills (Outlook, Word, Excel, PowerPoint, Publisher, graphs, charting)
- Specialized skills as a lactation counselor, mediator, trainer, in-depth work with children and families with a history of physical and sexual abuse

Work History

2012-present: Director of Operations/Program Manager, Healthy Moms & Babes

2010-2012: Residential Therapist/Mental Health Clinician, Northern Kentucky Children's Home

2007-2010: Community Outreach Coordinator, Violence Free Coalition, Warren County

Education & Certifications

1990 General Studies, Wright State University, Fairborn, OH

1998 Bachelor of Arts, Double Major—Psychology, Speech Communication, Northern Kentucky University

2004 Masters of Applied Behavior Science, Valparaiso University, Valparaiso, IN

2004 Duluth Model Facilitator

2005 Certified CANS-CW Assessor

2007 Nationally Certified Olweus Bullying Prevention Trainer

2007 Lactation Counselor

2008 Certified by Ohio Dept. of Health to teach Safety and Violence Prevention Curriculum

2008 ACT/Adults and Children Together (child development)

2008 i-SAFE (internet safety)

2009 Stewards of Children (child sexual abuse prevention)

2009 Substance Abuse Prevention Ohio

2010 SAFE Dates (prevention of dating abuse)

2012 Trauma Focused Behavioral Therapy

2013 Preventing Premature Birth & Other Causes of Infant Mortality Crisis, Cincinnati Children's Hospital

2014 Community Approach to Breastfeeding Support, Cincinnati, OH

Joan Monnin Callahan, MBA

Healthy Moms & Babes
2270 Banning Road
Cincinnati, OH 45239

Phone: 513-591-5600, ext. 12

Fax: 513-591-5604

E-mail: finance@healthymomsandbabes.org

Objective

A professional position in finance or accounting in which excellent analytical and technical skills will be utilized to support and further the mission of the agency.

Qualifications

- 3 years finance, accounting and payroll for non profit social services agency
- 27 years volunteer treasurer for non-profit food pantry
- 10 years adjunct instructor of accounting (introductory, beginning and intermediate levels)
- 3 years public accounting, tax division
- 4 years corporate accounting, state and local tax department
- Outstanding computer skills (QuickBooks, Outlook, Excel, Word, PowerPoint, Publisher, Web, statistical analysis and reporting, pc & network trouble shooting)
- Excellent organizational and communication skills

Work History

2011—present: Healthy Moms & Babes, Finance Manager

1995—2005: University of Cincinnati, College of Business, Adjunct Instructor of Accounting

Education

1986 Bachelor of Science - Accountancy, Miami University, Oxford, OH

1995 Master of Business Administration, University of Cincinnati, Cincinnati, OH

Veree Russell, LPN

Healthy Moms & Babies
2270 Banning Road
Cincinnati, Oh 45239

Phone: 513-591-5600, ext. 33
Fax: 513-591-5604
E-mail: vrussell@healthymomsandbabes.org

Objective

Obtain a professional position which utilizes my skills in nursing, health education, and outreach

Qualifications

- 18 years providing direct pregnancy and health education services and referrals; working with women, children, and families
- 2 years Licensed Practical Nursing / Surgery Scheduler
- Some computer skills (data entry, word processing)

Work History

1996 to present, LPN/Health Educator, Healthy Moms & Babies

- ⇒ administer pregnancy tests, STD tests, blood pressure and blood glucose screens
- ⇒ educate clients on good prenatal health issues that include nutrition, importance of prenatal care, signs/symptoms of preterm labor and steps to prevent preterm birth, benefits of breast feeding, and birth planning/labor and delivery
- ⇒ provide counseling and education for abortion prevention
- ⇒ provide counseling and education on natural family planning practices
- ⇒ provide parenting education, information, and support

Education

1969 HS Diploma, Our Lady of Angels High School

1994 Licensed Practical Nurse, Queen City Vocational School of Practical Nursing

Queen Smith

Healthy Moms & Babes
2270 Banning Road
Cincinnati, Oh 45239

Phone: 513-591-5600, ext. 23
Fax: 513-591-5604
E-mail: qsmith@healthymomsandbabes.org

Objective

Obtain a professional position which utilizes my skills in leadership, advocacy, community health and human services, pregnancy and parent education, service coordination, home visiting, case management, and communications.

Qualifications

- 7 years experience with home visiting in multiple pregnancy, child development, parenting, and high-risk health related agency programs
- Certified Community Healthy Worker
- Certified parent educator
- Prominent and unique skills working with diversified groups of people and those with mental disabilities and developmental delays
- 6 years experience in public speaking
- Exceptionally skilled in computer technology (Web, data entry, design, charts, graphs, Excel, PowerPoint, Publisher, Word)

Work History

2006 to present, Certified Community Health Worker/Home Visitor, Healthy Moms & Babes
⇒ Manage a caseload of 35-40 women, providing home visiting which includes prenatal, parenting, and overall health education, development and mental health screenings, basic vitals, advocacy, problem solving, transportation
⇒ Community outreach, health promotion, disease prevention
⇒ Establish productive relationships with other providers
⇒ Program development
⇒ Appropriately document and store program and client data
⇒ Create appropriate forms for agency/ program use

Education & Certifications

1999 to 2003 Associate of Arts – Liberal Studies, Chatfield College, St. Martin, OH
2005 to 2009 Undergraduate studies—Human Services, Education, Chatfield College, Cincinnati, OH
2010 Certified Parent Educator, Parents as Teachers, Cincinnati, OH
2011 to 2012 Certified Community Health Worker, Chatfield College, Cincinnati, OH
2012 Prenatal Development & Care, Ohio Department of Health/Help Me Grow
2012 Service Coordinator and Home Visitor, Ohio Department of Health/Help Me Grow
2013 Preventing Premature Birth & Other Causes of Infant Mortality Crisis, Cincinnati Children's Hospital
2014 Community Approach to Breastfeeding Support, Cincinnati, OH

Shiela Robinson

Healthy Moms & Babes
2270 Banning Road
Cincinnati, Oh 45239

Phone: 513-591-5600, ext. 19

Fax: 513-591-5604

E-mail: srobinson@healthymomsandbabes.org

Objective

Obtain a professional position which utilizes my skills in advocacy, social services, pregnancy and parent education, home visiting, case management, and facilitations.

Qualifications

- 26 years experience with social services including case management
- Certified Parent Educator
- Extremely astute advocacy and communication skills, especially with people with mental disabilities
- Good computer skills (data entry, Word, Excel, reports)
- Specialized qualitative skills in group facilitation and referral coordination

Work History

2001 to present, Community Health Worker/Home Visitor, Healthy Moms & Babes

- ⇒ Manage a caseload of 35-40 women, providing home visiting which includes: prenatal, parenting, and overall health education, development and mental health screenings, advocacy, problem solving, transportation
- ⇒ Community outreach, health promotion, disease prevention
- ⇒ Appropriately document and store program and client data
- ⇒ Maintain a productive relationship with other providers
- ⇒ Collect, calculate, and report monthly program statistics

Education and Certifications

1982 Diploma, Western Hills High School

1997 Certified Group Facilitator, Raising Great Kids

1998 Family Development Specialist, Des Moines, Iowa

Carol Hafner, RN

Healthy Moms & Babes

2270 Banning Road

Cincinnati, Oh 45239

Phone: 513-591-5600 ext. 20

Fax: 513-591-5604

E-mail: chafner@healthymomsandbabes.org

Objective

Obtain a professional position which utilizes my skills in nursing, professional labor support, health education, and outreach

Qualifications

- 24 years experience with professional labor support
- 17 years hospital nursing in medical-surgical nursing
- 17 years providing direct pregnancy and health education services and referrals; working with women, children, and families
- 6 years hospital nursing in mother/baby, newborn nursery, and labor and delivery
- Some computer skills (data entry, word processing)

Work History

1997 to present, RN/Health Educator, Healthy Moms & Babes

- ⇒ Assist clients in getting early prenatal care
- ⇒ Education about pregnancy and overall health to promote healthy pregnancy outcomes
- ⇒ Child development and parenting education
- ⇒ Community outreach
- ⇒ Advocacy and support setting goals
- ⇒ Specialized services working with drug addicted moms

Education

1967 Registered Nurse, Mercy School of Nursing

2000 Certified Childbirth Educator, Counseled Childbirth Education Specialist

Grace Letcher, LPN

Healthy Moms & Babes
2270 Banning Road
Cincinnati, Oh 45239

Phone: 513-591-5600 ext. 30
Fax: 513-591-5604
E-mail: gletcher@healthymomsandbabes.org

Objective

Obtain a professional position which utilizes my skills in nursing, health education, home visiting, advocacy, and outreach

Qualifications

- 5 years experience working with prenatal women and families providing pregnancy, child development, parenting, and high-risk health related education
- 2.5 years experience as a Licensed Practical Nurse (LPN)
- Very proficient advocacy skills
- Strong computer and typing skills (web, data entry, excel, word, publisher)
- Specialized unique skills in breastfeeding education and professional labor support

Work History

- Feb. 2014 to present, Community Health Educator/Home Visitor, Healthy Moms & Babes
- ⇒ Provide education and support to at-risk mothers prenatally, post-partum, and throughout child's infancy
 - ⇒ Engage clients in learning about nutrition, effects of substance abuse, smoking cessation, fetal development, warning signs of preterm labor, labor and delivery, breastfeeding, infant care, safe sleep, post-partum mental health, and infant development
 - ⇒ Identify and address barriers to care, assist clients in connecting with needed community resources
 - ⇒ Promote the ability of clients to have the healthiest pregnancy possible, helping to improve birth outcomes and lessen infant mortality

Education and Certifications

2007 Associate Degree in Arts – Business, Miami University
2010 Birth Doula Workshop (DONA-approved), Cleveland, OH
2012 Intro to Breastfeeding for Doulas, Cleveland, OH
2012 Practical Nursing Diploma, Fortis College, Cincinnati, OH
2014 Community Approach to Breastfeeding Support, Cincinnati, OH